

**UNACCOMPANIED MINORS** – When underage children travel internationally without one or both parents, the child must travel with a notarized letter from their parents. Date and sign the notarized letter as close to departure date as possible (recommend within 2 weeks of travel).

First letter is for child traveling with one parent. Second letter is for child traveling without either parent. This is to be used as a guide only.

*If either parent is deceased, the child is required to travel with a copy of the parent's death certificate. If only one parent has parental rights, the child is required to travel with a copy of the court order showing this. Include this information in the letter if applicable.*

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**CHILD TRAVELING WITH ONE PARENT – letter must be notarized**

123 Jefferson Street  
City, State 12345  
\_\_\_\_\_ (current date)

To Whom It Concerns

I, \_\_\_\_\_ (father's name), allow my daughter, \_\_\_\_\_, to travel to \_\_\_\_\_ (country) with her mother, \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_ (travel dates).

They will be staying at \_\_\_\_\_ (hotel/accommodations) \_\_\_\_\_ (address), \_\_\_\_\_ (phone). \_\_\_\_\_ (mother's name) will be financially responsible for \_\_\_\_\_ (child's name) during their stay. \_\_\_\_\_ (mother) is allowed to make medical decisions for \_\_\_\_\_ (child's name).

If you have any questions, you can call me at \_\_\_\_\_ (phone). Thank you.

Sincerely,

\_\_\_\_\_ (father)

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**CHILD TRAVELING WITHOUT PARENTS – letter must be notarized**

123 Jefferson Street  
City, State 12345  
\_\_\_\_\_ (current date)

To Whom It Concerns

I, \_\_\_\_\_ and \_\_\_\_\_ (father's and mother's name), allow our son, \_\_\_\_\_, to travel to \_\_\_\_\_ (country) with \_\_\_\_\_ (chaperone), from \_\_\_\_\_ to \_\_\_\_\_ (travel dates).

They will be staying at \_\_\_\_\_ (hotel/accommodations) \_\_\_\_\_ (address), \_\_\_\_\_ (phone). \_\_\_\_\_ (chaperone's name) will be financially responsible for \_\_\_\_\_ (child's name) during their stay. \_\_\_\_\_ (chaperone's name) is allowed to make medical decisions for \_\_\_\_\_ (child's name).

If you have any questions, you can call us at \_\_\_\_\_ or \_\_\_\_\_ (phone numbers for both parents). Thank you.

Sincerely,

\_\_\_\_\_ (father)      \_\_\_\_\_ (mother)